



## CITY OF BELLE ISLE, FL

### SPECIAL EVENTS COMMITTEE MEETING

Held in City Hall Chambers, 1600 Nela Avenue, Belle Isle, FL

Held the 3rd Wednesday of Every Month

Wednesday, February 16, 2022 \* 6:00 PM

### AGENDA

#### Special Events Committee Members

Betty Lynn DeJarnette | Craig Huff | Holly Bobrowski | Kathy McCoy

Lora Brannan | Maggie Buedette | Nicholas Fouraker

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Welcome to the City of Belle Isle Special Events Committee meeting. Agendas and all backup material supporting each agenda item are available in the City Clerk's office or on the city's website at [cityofbelleislefl.org](http://cityofbelleislefl.org).

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1. **Call to Order and Confirmation of Quorum**
2. **Public Comments**
3. **Approval of Minutes**
  - a. Approval of January 19, 2022 minutes
4. **Unfinished Business**
5. **New Business**
  - a. Design for Event Signs
  - b. Spring Fling
6. **Next Meeting Schedule**
7. **Adjournment**

City of Belle Isle, FL  
Special Events Committee Meeting Minutes  
Held in City Hall Chambers, 1600 Nela Avenue, Belle Isle, FL  
Held the 3rd Wednesday of Every Month  
Wednesday, January 19, 2022; 6:00 PM

Members Present	Members Absent
Holly Bobrowski Lora Brannan Betty Lynn DeJarnette Kathy McCoy Maggie Buedette	Mayor Nicholas Fouraker City Manager Bob Francis Craig Huff

**Call to Order**

Meeting called to order by Holly at 6:06pm

Lynn made motion to approve December 18, 2021 minutes; Maggie agreed

Tree Board members joined the first part of tonight’s meeting to discuss Spring Fling. Those members were: Emily DeLozier, Doug DeYoung, Richard Weinsier

**Spring Fling**

April 30, 2022 (10am-2pm) at Cornerstone Charter Academy parking lot

This event will be presented by the Tree Board, the Waste Management Committee, and the Special Events Committee

Food trucks will be available; we are looking at having 3 food trucks; some suggestions were Old Dixie, Uncle Tony’s, Bar One food truck (don’t know name), Bread for the Masses, PDQ; Cone Zone will be available to give out free ice cream cones

Entertainment will include an inflatable obstacle course and/or bounce houses; specific vendor TBD

Signs will need to be printed with a generic saying to direct residents to Belle Isle website regarding upcoming events

Maggie is reaching out to Melissa at OUC for funding; Lora will talk with Buckle Up 5K coordinator about having a tent set up; Kathy will reach out to Gold Key about grilling food for their fundraiser

Proposed budget of \$2800- includes the inflatables, free ice cream for attendees, and informational signs  
Tree Board members left at the conclusion of the Spring Fling discussion

**Easter Egg Hunt**

April 16, 2022 (9am-11am) at Cornerstone Charter Academy

There will be a little kids (ages 5 and under) area on the smaller field starting at 9am; a big kids (ages 6 +) area for the event will be on the football field starting at 9:30am

Toys are already bought; we will need candy bags and about 20 dozen plastic eggs

There will be coffee at the event as long as it is donated

Easter decorations will include the colorful Easter eggs Mayor Fouraker made and painted

Proposed budget for the event is \$500

**Light the Way Review**

Event was held on December 8, 2021, 5:00-8:00pm

The following was brought in:

Beer & Wine- \$1300.00

Auction- \$3000.00

Sponsors- \$6000.00

Total used from Special Events Committee budget was \$4000.00

Exceptional	Could Improve
<ul style="list-style-type: none"> <li>-delegation of responsibilities</li> <li>-completion of assigned tasks</li> <li>-getting donations / auction items</li> <li>-selection of activities</li> <li>-Santa's entrance</li> <li>-set-up</li> </ul>	<ul style="list-style-type: none"> <li>-did not know prior to event that the train conductor could not go over speed bumps</li> <li>-better PA system</li> <li>-more volunteers to clean up</li> <li>-ask for bigger deposits from food truck so that they have a commitment</li> </ul>

-didn't run out of beer or wine	-start earlier on auction
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**Santa Ride Review**

Event took place on December 21st & 22nd

Exceptional	Though the event was successful, there are suggestions for next year:
<ul style="list-style-type: none"> <li>-kid and dog toy were good</li> <li>-keep route with a few stops and roll-thrus</li> <li>-speaker worked 2nd night</li> </ul>	<ul style="list-style-type: none"> <li>-all participants much adhere to guidelines discussed and agreed upon</li> <li>-step stool for kids to take picture with Santa</li> <li>-speaker missing 1st night</li> <li>-switch start route (flip nights)</li> <li>-have event one week earlier</li> </ul>

**Future Events**

Light the Way- December 7, 2022 (5-8pm)

Santa Ride- December 14-15, 2022

**Adjournment**

Next meeting will be February 16, 2022 at 6:00pm. There being no further business, Chairman Bobrowski called for a motion to adjourn, unanimously approved at 7:14PM.

Lora Brannan

Special Events Secretary